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Executive Assistant to DCL

Director of Training

Weekly Summary Report

Document No. 058

NO CHANGE in Class. ☐

☐ DECLASSIFIED

Class. CHANGED TO: TS S (C)

DDA Memo, 4 Apr 77

Auth: DDA REG. 77/1763

Date: 25/01/78 By: 008

29 August 1952

1. Language Services Division reports that to date enrollment for special courses supported by the Office of Training at the Foreign Service Institute is as follows:

2 for Iraqi-Arabic (6 months)

2 for Hindi (12 months)

1 for Burmese (9 months)

1 for Thai (9 months).

2. The Russian Language Area course of 12 months' intensive study sponsored by the Office of Training has to date six enrollees.

3. A combined total of 139 students is presently enrolled in the introductory and self-study courses in the Language Training Center of the Office of Training. In addition, the Laboratory was used for a total of 421 student hours during the preceding week.

4. The fourth Junior Officer Training Program graduated 27 students on 22 August.

5. The Summer Seminar Program was concluded by . The subject was "Economic Planning in the Soviet". There was a capacity registration for this seminar with an estimated forty additional applicants turned down because of the lack of space. The need for such programs in the Agency has become evident by the response received in each program.

6. Arrangements have been made for the third in a series of bi-weekly presentations conducted by the Assistant Deputy (Administration) for Security on "Security Problems Affecting Covert Offices". This presentation will take place on 3 September with Colonel Sheffield Edwards speaking.

7. Arrangements have been completed for the second State Department reading improvement class scheduled for 29 September. The number to be enrolled in this class has not yet been determined.

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8. At the request of the Assistant Director for Intelligence Coordination, special tutorial reading improvement classes have been arranged for him and designated members of his staff.

25X1A8a

9. At the request of the Office of Operations, a reading improvement course [REDACTED] has been scheduled for 2 September.

10. Arrangements have been made for a Clerical Orientation Program scheduled to begin on 22 September. A one-day orientation program for clerks and two days for stenos and typists is planned.

25X1A6a

11. Completion of training [REDACTED] by the present [REDACTED] group is tentatively scheduled for 25 September 1952. The utilization of the members of this group has not yet been determined.

25X1A2d3

25X1A6a

12. [REDACTED]



25X1A14a

14. As of 29 August, 307 CIA personnel are enrolled in TR(S) training courses and 433 in TR(G) training courses, making a total of 740 in training programs under the jurisdiction of OTR as a whole.

MATTHEW BAIRD

cc: DD/P

MB:mrf

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